



\*\*\*\*\* Addendum \*\*\*\*\*

Bid # B2016002  
Printing and Mailing of Juror Notices

February 19, 2016

The following issues/questions were received by the Purchasing Department.

- 1. The scope of work lists three (3) #10 envelope versions and four (4) #9 envelope versions. Please clarify.**

One #10 window envelopes is for Licht, one for Noel and one for McGrath. The #10 envelopes are used to mail out the questionnaires. #9 envelopes are for Licht, Noel, and McGrath(w on return envelope ) and one for Newport(that returns to Washington with N on envelope). The #9 envelopes are used returning the questionnaires.

- 2. How many different data files/forms will be received and mailed?**

The data files are on one disk.

- 3. Are the juror notices the same as the questionnaire? Or is the questionnaire a generic insert?**

We only mail out one jury questionnaire.

- 4. If the Juror Notices are different than the questionnaire, what are the specifications of the juror notices?**

N/A

- 5. Can the bid response be emailed?**

No, we will not accept emailed submissions.

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**Carla M Ciccone**

**Purchasing Director**